



P.O. Box 420
510 Seventh Street
Altavista, VA 24517
Phone (434) 369-5001
Fax (434) 369-4369

1. Applicant Identification: Town of Altavista
510 7th Street
Altavista, Virginia 24517
2. Funding Requested:
 - a. Assessment Grant Type: Community-wide
 - b. Federal Funds Requested:
 - i. \$300,000
 - ii. N/A
 - c. Contamination: Hazardous Substances (\$200,000) & Petroleum (\$100,000)
3. Location:
 - a. Town of Altavista
 - b. Campbell County
 - c. Commonwealth of Virginia
4. Property Information for Site-specific Proposals: N/A
5. Contacts:

Project Director: J. Waverly Coggsdale, III Town Manager Town of Altavista 510 7 th Street Altavista, VA 24517 (434) 369-5001 jwcoggsdale@altavistava.gov	Chief Executive/Highest Ranking Official: Mike Mattox Mayor Town of Altavista 510 7 th Street Altavista, VA 24517 (434) 369-5001 memattox@altavistava.gov
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6. Population:
Town of Altavista: 3,443 (2017 American Community Survey 5-year estimate)
7. Other Factors Checklist:

Other Factors	Page #
Community population is 10,000 or less.	1
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
The priority brownfield site(s) is impacted by mine-scarred land.	
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	1-2
The priority site(s) is in a federally designated floodplain.	1-2

The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	3
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	

8. Letter from the State or Tribal Environmental Authority: Attached



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 1111 E. Main Street, Suite 1400, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

www.deq.virginia.gov

Matthew J. Strickler
Secretary of Natural Resources

David K. Paylor
Director

(804) 698-4000
1-800-592-5482

November 21, 2019

Mr. J. Waverly Coggsdale, III
Town Manager
Town of Altavista
510 7th Street
Altavista, VA 24517

VIA ELECTRONIC MAIL

Subject: Acknowledgement and Support
USEPA's Community Wide Brownfields Assessment Grant
RFA-OLEM-OBLR-19-05
Town of Altavista

Dear Mr. Coggsdale:

The Virginia Department of Environmental Quality (DEQ) is in receipt of your request for support to the above referenced Brownfields Grant application. The request will be for a community-wide EPA Brownfields Assessment grant for the Town of Altavista. DEQ has already begun partnering with you to advance brownfields redevelopment across the community and is thrilled to add our support for the subject EPA grant proposal.

It is our understanding that the primary target area is the Town's downtown area, which includes the former industrial area once home to the Lane Furniture Company. In March 2019, the Town completed an Economic Development Strategic Plan and created a roadmap to guide the redevelopment and revitalization of this former industrial area as well as other vacant and underutilized properties within the downtown area. Due to the environmental concerns on most of the sites, this EPA Brownfields Assessment project will be a key resource for the implementation of the roadmap for the Town to achieve its vision of a revitalized downtown.

It is our sincere hope that the subject proposal will be successful and the Town will be able to leverage the funds to stimulate economic development and revitalization within the community. If I can be of further assistance, please don't hesitate to call me at (804) 698-4064.

Acknowledgement and Support
USEPA's Community Wide Brownfields Assessment Grant
RFA-OLEM-OBLR-19-05
Town of Altavista

Sincerely,

A handwritten signature in blue ink that reads "Vincent Maiden". The signature is written in a cursive style with a large initial "V".

Vincent A. Maiden, CPG
Brownfields Program Coordinator

cc: Lauren Pillow, Rob Howard – DEQ-BRRO
Meade Anderson – DEQ - CO
Joe Morici – Cardno

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields

i. Background and Description of Target Area: Located in the piedmont region of south-central Virginia, the Town of Altavista was founded in 1905, when three Lane brothers purchased land from Campbell County. Free parcels of land were given to settlers interested in moving to the area, and engineers were hired to design the town with streets, utilities, and infrastructure. In 1912 Altavista was incorporated, and the Lane Company was established. The furniture manufacturing complex, located on the south side of Town along the Staunton River, grew to over a half mile long with over one million square feet of office and manufacturing space. The Lane Company flourished for nearly a century, due to the popularity and quality craftsmanship of its cedar chests. Yet, global competition and corporate finance challenges caused Lane to close its doors in Altavista in 2001. The closure resulted in more than 500 people losing their jobs in a Town of only 3,425 people (2000 census).

As a result, the fortunes of Town residents eroded as the closure impacted quality of life, viability of local small businesses, and the condition and value of property located downtown and in the neighborhoods. The loss of the large workforce adjacent to the downtown area caused many of the businesses to close. Main Street is now lined with vacant buildings, abandoned gas stations, and empty lots with only slabs remaining. The Town's population stagnated, declining slightly to 3,414 by the 2018 estimate, despite overall growth within Campbell County and Virginia. This decline is attributed to an aging demographic, where over a quarter of the Town's population is 65 years old or older, and an influx of young individuals is lacking. This continues to inhibit the viability of downtown businesses.

Deindustrialization and the decline of company towns is a familiar story, but Altavista is an anomaly in Virginia. New manufacturing firms have located in Town, but a mismatch existed between residents' skills and those needed by the new firms. With also an aging, retiring population in Town, these employers instead source their workforce from the greater region. Today, 92% of people who work in the town commute into Altavista, and over one-quarter of those travel more than 50 miles to work. Altavista has been unable to attract them as *residents*.

The reason for this is twofold – a severe lack of housing diversity and a lack of retail amenities and entertainment options. 74.2% of the housing stock is single family detached homes, which exceeds the proportion in Virginia and the US, 61.7% and 61.6%, respectively. Despite relatively affordable rents and home prices, the housing options fail to meet market preferences of young professionals, like amenity-rich rental units. Secondly, with entertainment options lagging in the town, people of all ages find themselves leaving Altavista to enjoy various activities. Instead of a vibrant downtown with restaurants, shops, and entertainment venues, Altavista's downtown is mostly a series of vacant or underutilized properties. Our local workforce is progressively closing the skills gap through partnerships and training opportunities provided by the local community college; however, the shortage of successful small, local businesses also means fewer entry-level jobs, part-time jobs, or service-industry jobs available for those residents seeking employment in industries other than manufacturing. In order to retain existing residents, attract newcomers to work *and live* in town, and create new job opportunities, we must champion economic growth and integrate targeted revitalization, business development, and community improvement activities so that our community can prosper and grow.

Therefore, the Town will prioritize sites in the downtown district and the adjacent former industrial district (Lane plant) as the **Target Area**, before considering other sites within the Town.

ii. Description of the Priority Brownfield Sites: During the creation of an economic development

strategy earlier this year, the Town and our community partners identified several parcels that present an opportunity for the revitalization of Altavista. Due to their current state of blight, the environmental uncertainties associated with them, and their potential to meet our redevelopment needs of diversifying the available housing stock and creating new businesses and employment opportunities, the following are the priority sites for this project:

Lane Furniture Plant – Bounded by railroad tracks to the north and the Staunton River to the south, Pittsylvania Avenue to the west, and the Town's wastewater plant to east, the original 66 acres of the Lane Furniture plant was subdivided after the closure, and the portions containing the office and manufacturing buildings were sold. The successor to the Lane Company retained ownership of the now largely wooded, 26-acre parcel, where treatment lagoons once stood between the buildings and the river. A salvage company purchased and deconstructed the majority of the structures to recover valuable building materials for resale. Unfortunately, the demolition was completed without properly abating the asbestos containing materials (ACMs) first, instead leaving ACM-contaminated debris piles scattered over at least 16 acres. Previous limited site assessments on the site identified arsenic, chromium, polycyclic aromatic hydrocarbons (PAHs), polychlorinated biphenyls (PCBs), petroleum hydrocarbons (fuel and finishes), and industrial solvents (trichloroethylene and tetrachloroethylene) as contaminants of potential concern (COPCs) on the site. The blighted remains of the former plant are highly visible from the adjacent downtown area and the small mill houses located directly across the tracks from the site.

English Alley Triangle – Diagonally across Pittsylvania Avenue and the railroad from the Lane Furniture site, a triangular block of properties formed by Pittsylvania Avenue, Main Street, English Alley, and the railroad is largely vacant or underutilized. Measuring approximately 7 acres, the block is or has been home to two oil depots, three gas stations, two with service garages, a car wash, a used car lot with a service garage, and a potential machine shop. Lynch Creek runs from north to south through the eastern side of the block on its way to the river, and portions of the parcels are within the federally designated floodplain. COPCs include petroleum hydrocarbons associated with gas stations and oil depots; PAHs, arsenic, herbicides, and pesticides associated with railroad; and solvent and metals associated with auto repairs services.

Several additional sites in the downtown area were also identified, including former gas stations, former car dealership and lots, a downtown store demolished after a fire, several older downtown buildings, and a former Southern States facility. These sites will be prioritized based upon community input as the project progresses.

b. Revitalization of the Target Area

i. Reuse Strategy and Alignment with Revitalization Plans: In March 2019, the Town with the help of Camoin Associates engaged community stakeholders and developed an Economic Development Strategic Plan. The plan outlines how the Town and their partners can work together to implement policies that will have lasting effects on residents' quality of life and prosperity. Among all discussion topics during community interviews, two issues were the most pressing on people's minds. Firstly, the lack of a diverse housing stock in Altavista contributes to the population stagnation and the significant number of people who commute into the town for work. The lack of housing diversity (i.e. range of sizes, style, new vs. old, and price points) has left the aging population and young professionals without accommodations that meet practicable needs, like single story living for seniors, or the ability to meet market preferences, like amenity-rich rental units. Secondly, the condition of properties in and around downtown was also noted as a limiting factor to jumpstarting additional downtown revitalization efforts. With the lack of residents and the loss of the major downtown employer, downtown retail struggles to attract

consistent customer traffic.

The Strategic Plan calls for improvements to create a downtown destination area for residents and visitors alike and envisions a vibrant commercial/retail region. Here, with new mixed-use and loft-style housing, residents will find walkable restaurants and shops along with access to nearby English Park, recreational trails, and community gatherings and festivals. The Strategic Plan builds upon a Parks and Trail Plan created in 2018 to guide the Town's Capital Improvements Program. This plan outlines the specific goals for the creation of a walkable and pedestrian/biking community through a series of linked trails between parks and greenspaces around town.

The envisioned reuses of the priority sites are in alignment with the goals of both of these plans. The former Lane Furniture site may be suitable for a mixed-use development to help transition the land uses from a light industrial area to the downtown business area with residential living. The large available acreage can be parceled to offer build-ready sites for warehousing, production, and office space to support the local manufacturing industry. Portions closest to downtown along Lane Access Road can be developed as mixed-use with ground-floor retail/commercial and upper floor residential. A trail connection from English Park, located to the east, is planned to follow the length of Lane Access Road with connections to downtown. The English Alley Triangle offers an opportunity to create new mixed-use units with ground floor retail fronting Main Street or Pittsylvania Avenue and loft-style residential units on upper floors. The parcels fronting English Alley and backing up to Lynch Creek may be suitable for new, energy efficient townhomes and patio homes. A greenway may be constructed in the floodplain along Lynch Creek, connecting to English Park and the planned trail along Lane Access Road to the south and War Memorial Park and the YMCA to the north.

With funding from this brownfield project, plans for each of the targeted sites will be further refined and developed based on the findings of environmental assessments, community input, and data gathered through redevelopment planning efforts.

ii. Outcomes and Benefits of Reuse Strategy: Trends demonstrate that the growing regional workforce can and will live in rural communities like Altavista if there are adequate housing and amenity options. The Town has already made notable investments in quality of life and recreation amenities, including multiple sports fields, playgrounds, trails, ample greenspace, access to the Staunton River, and a community theatre that is currently undergoing renovations to include an outdoor stage. The proposed redevelopments will build upon those efforts with additional greenways and help diversify the housing options – energy-efficient apartments, lofts, townhomes, and patio homes – to particularly appeal to both young professionals and seniors. The adjacent trails and greenways will offer connections to businesses, services, and other recreational amenities (river, parks, YMCA, etc.) within Town. With an influx of residents, the downtown will also be better positioned to diversify the economy with small businesses that are driven by local entrepreneurs. These new businesses and those locating on the Lane Furniture site will create new job opportunities for both existing and new residents. Furthermore, the redevelopment of these sites will increase property values of the sites and the surrounding properties, thus increasing tax revenues that can be reinvested in the Town. For example, the construction of a single 100,000-square foot warehouse on the Lane Furniture site would increase the assessed value by over \$800,000, and the site is large enough to accommodate at least three that size (\$2.4 million) along with other mixed-use buildings. With large footprints and easy connections to the nearby substation, the buildings can also incorporate rooftop solar panels.

Quality of life is a highly ranked site selection factor for industry seeking relocation or expansion, and our existing manufacturing industry cluster is poised to be cultivated to attract

additional companies and suppliers. A revitalized downtown with options to live, work, and play will further our ability to attract top companies, whether to the priority sites or to sites at our regional industrial park located across the river in the **Opportunity Zone**. Thus, this project will help facilitate the reuse of the priority sites, spurring economic growth within the Town, the region, and the Opportunity Zone.

c. Strategy for Leveraging Resources

i. Resources Needed for Site Reuse: As a municipal government, the Town is eligible for numerous state and federal grants and loans. The proposed redevelopments are also eligible for various tax credits, rebates, and incentives. As many of these funding sources are limited in scope, this project will help unlock these funds by clarifying the environmental issues. For additional environmental assessment needs, the Town can request up to \$50,000 in funds from the state-funded Virginia Brownfields Assistance Fund (VBAF). If environmental cleanup is required, the Town will seek up to \$500,000 in a remediation grant from the VBAF and/or an EPA Brownfields Cleanup Grant. Community Development Block Grant (CDBG) funds may be used to assist with the development of housing or the demolition of structures and debris removal (blight). Private partners may seek Low-income Housing Tax Credits (LIHTC) for the proposed senior housing. Additionally, the Town will provide financial assistance to commercial building property owners in the downtown who wish to rehabilitate their buildings utilizing the Town of Altavista Building Improvement Program, the purpose of which is to provide assistance to property owners, who need to make building façade improvements and repairs, through the availability of zero-interest loan funds. Additional funding will be sought from a variety of sources depending on the specific property. For example, reuse of the remaining administration building at the Lane Furniture site may be eligible for state and federal historic tax credits. Based on their capital investment, job creation potential, and other factors, the redevelopments may also be eligible for use cash grants from the Governor's Opportunity Fund, the Tobacco Revitalization Opportunity Fund, and/or the state's Sales and Use Tax Exemption for certain companies, such as data centers.

ii. Use of Existing Infrastructure: The dense, compact development envisioned for the priority area will take advantage of infrastructure that already exists, including municipal roads, water, sewer, and sidewalks, consistent with town planning goals and smart growth policies. As former manufacturing and commercial sites, the existing infrastructure has adequate spare capacities for continued and expanded operations, and additional infrastructure needs are not anticipated. Further, redevelopment within the heart of the town will lessen the municipal burden to maintain underused infrastructure as new development moves to the Town's fringe.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

a. Community Need

i. The Community's Need for Funding

Altavista is limited in its ability to properly assess the numerous brownfields located in its small boundaries without EPA assistance. The Town has an annual operating budget of \$4.6 million (as adopted in July 2019), most of which supports staff expenses. While the Town was able to pass the budget with no increase in taxes, it did so with no cost of living adjustments for town personnel. The Town is limited in its financial capacity to address the brownfields by our small, low-income population of only 3,414 residents (2018 estimate). Poverty levels in Altavista are more than twice that of the Commonwealth. According to the US Census 2017 American Community Survey's 5-year estimates (2017 ACS), 23.5% of individuals and 46.3% of families with children under the age of five in Altavista live below the poverty threshold, which is

significantly higher than rates for Campbell County (18.7% of individuals and 13.2% of families) and the Commonwealth (11.2% of individuals and 11.8% of families). Median household income in Altavista is only \$32,527, while Campbell County's median is \$48,823 and Virginia's is \$68,766. Furthermore, our population and economic growth of our residents have been slightly decreasing or stagnant as employees of the local manufacturers are choosing to commute to Town rather than live here. Grant funding is needed in order to facilitate the reuse of the priority and other sites and reverse these trends by revitalizing Altavista.

ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations

According to 2017 ACS estimates, 22% of residents in Altavista are age 65 or older compared to 18.7% in Campbell County and 14.2% in the Commonwealth of Virginia. The same data set also shows a higher minority population (38.5%) compared to County (18.4%) and Commonwealth (31.6%) levels. Left unaddressed, the priority sites pose health and welfare concerns; and these sensitive populations are more susceptible to the risks of exposure to environmental contamination, including the potential heavy metals, PAHs, VOCs, SVOCs, solvents, petroleum, and ACM identified or suspected on the priority sites. Furthermore, blighted and vacant sites are often linked and contribute to criminal activity. The web service www.neighborhoodscout.com gives Altavista a crime index of 14, meaning the Town is safer than only 14% of U.S. cities. The blight also depresses the property values of surrounding properties, where the median home value in Altavista is only \$120,000 compared to \$154,300 in Campbell County and \$255,800 in Virginia. By encouraging the reuse of the priority properties, this project will not only help identify and mitigate potential environmental exposure but also reduce blight and vacancy, helping to improve both property values and crime rates.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions

Many of the residents of Altavista have lived their entire lives in the area, resulting in long-term potential exposure to carcinogens on the brownfields located in their midst. Thus, the cancer mortality rate (see table¹) is significantly higher in the region, where the counties have a higher rate of overall premature deaths (measures mortality by giving more weight to deaths at earlier ages than deaths at later ages)². As the following table also shows, Campbell County (data is not available at the Town level) has higher incidences of Lung and Esophagus cancers than the Commonwealth and the U.S. The suspected contaminants on the priority sites include PAHs which have been linked to lung cancers and solvents which have been linked to esophagus cancers.

	Campbell County	Virginia	U.S.
Incidence Rate of Lung Cancers	68.5	58.6	59.2
Incidence Rate of Esophagus Cancers	6.1	4.2	4.5
Premature Death – Years of Potential Life Lost Rate	7,600	6,400	5,400

According to the Virginia Department of Health, the Age-Adjusted Rate per 10,000 for Adult Hospitalizations Due to Asthma in Campbell County was nearly double that of Virginia (8.5 vs. 4.9). Previous assessments of the former Lane Furniture site identified the presence of potentially friable asbestos in multiple debris piles and contamination in site soils. Exposure to airborne particulates, such as wind-blown contaminated soils and asbestos, may contribute to and/or complicate asthma and other respiratory diseases in the target community. The assessment and

¹ National Cancer Institute. State Cancer Profiles. 2012-2016.

² Robert Wood Johnson Foundation. County Health Rankings & Roadmaps. <http://www.countyhealthrankings.org>, accessed November 2019.

eventual remediation and redevelopment of these properties will reduce the targeted community's exposure risk to the suspected contaminants and help lower the incidence of cancers, cancer mortality rates, premature deaths, and complications with asthma in the Town.

(3) Disproportionately Impacted Populations

Characterized by higher rates of minority and aging populations, Altavista has historically been a mix of industry and working-class neighborhoods, located in close proximity to each other. Residents have historically shared the negative environmental consequences of the manufacturing plants, the railroad operations, and the disinvestment in the downtown area. Land use plans and incentives have not kept up with the changing demographics and their housing preferences, leading to a stagnant or slightly declining population. As detailed above, the target area has been disproportionately impacted by the brownfield sites and as a result have lower household incomes, lower median home values, and higher rates living below the poverty threshold in addition to having a greater risk of exposure to the contaminants suspected or identified at the priority sites through contaminated stormwater site runoff and wind-blown or groundwater migration of contaminants. Site assessments and cleanup planning under this project will identify potential contaminants, migration pathways, and containment measures to help prevent offsite transport and exposure to contaminants. Encouraging the reuse of the sites as outlined in our economic development strategy will attract new commercial and residential development that will create local jobs and new diverse housing opportunities.

b. Community Engagement

i. Project Partners and ii. Project Partner Roles:

List of Project Partners

Partner Name	Point of contact	Role
Altavista On Track – organization promoting the revitalization of downtown	Lori Johnson, Board President Downtownaltavista@gmail.com 434-369-5001	Support outreach to business community and community stakeholders, identify sites, participate in reuse planning, provide a member for steering committee
Avoca Museum - located in downtown historic house, museum of human history	Michael Hudson, Executive Director avocamuseums@embarqmail.com 434-369-1076	Disseminate information, promote the project, host community meetings
Altavista Area Chamber of Commerce - organization advocating for local businesses	Hank Frazier, Jr, Office Manager ehfrazier@altavistachamber.com 434-369-6665	Help with outreach, site identification, and business recruitment, provide a member for steering committee
Altavista Area YMCA - community organization located in downtown on Lynch Creek, offering programs for the body, mind and spirit	Steve Jester, Executive Director sjester@altavistaymca.com 434-369-9622	Disseminate information, support community outreach, host meetings, provide a member for steering committee
Altavista Rotary Club – civic organization for business and professional leaders	Jeffrey Walker, President jeffwalker@1stnatbk.com 434-369-2143	Invite project team to provide update at meetings, disseminate information, invite members to participate
Otter River Resource Center – provides training and employment skills for people who are disabled	Dave Taylor info@theorrc.org 434-369-6920	Support outreach to a normally under-represented community; identify sites, participate in redevelopment planning

iii. Incorporating Community Input

Altavista recognizes the important role of community engagement in a project's success as seen in the recent public involvement efforts surrounding development of the Economic Development Strategy and the Parks and Recreation plan. To guide the project, a steering committee will be formed with representatives from the community partners listed above, other

community stakeholders, and Town leadership. The steering committee will meet with the project team at least quarterly to review project progress, make adjustments as needed, and provide feedback to and from the community at large. The project team will carefully consider and respond to any community concerns raised by the steering committee or through other community outreach and input.

Additional public engagement activities will occur quarterly or at other appropriate times in the project. Traditional mass media, including the community newspaper (*The Altavista Journal*) and the Town's website and social media, will be used to disseminate information at least quarterly. Newsletter mailings and flyers will be prepared and distributed as appropriate, and project updates will be provided at scheduled Town Council sessions. For targeted outreach to our older population, the project team will provide information at the YMCA senior center during regularly scheduled programs. The purpose of this will be not only to share information, but more importantly to collect feedback and solicit opinions on site selection, site priority, community needs, and potential redevelopment concepts.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

a. Description of Tasks/Activities and Outputs

The Town will use the requested funds to complete four main tasks – project management and reporting, community outreach, site assessments, and cleanup and redevelopment planning:

Task 1: Project Management & Reporting
i. The Town's Project Manager will oversee the grant administration and compliance with EPA cooperative agreement terms and conditions. He will ensure tasks are completed efficiently and will be responsible for oversight of the consultant. He will hold monthly project team meetings to review the project and make corrections as needed to stay on schedule and meet the project's goals. With assistance from consultant, the Town will complete EPA quarterly reports, Federal Financial Report (FFR) and Disadvantaged Business Enterprise (DBE) utilization forms, and ACRES database entries/updates. Town staff will also attend national and regional training workshops relevant to brownfields redevelopment. At the end of the project, the consultant and Town will draft a Final Performance Report to document accomplishments and lessons learned. The Town will contribute in-kind staff labor for project management, oversight of consultants, and reporting.
ii. Anticipated Project Schedule: October 2020 – September 2023
iii. Task/Activity Lead: Town's Project Manager
iv. Outputs: 36 Project Team Meetings; 12 Quarterly Reports; 3 FFR and DBE forms; ACRES updates; 1 Final Performance Report
Task 2: Community Outreach
i. The Town's Project Manager will lead the community outreach efforts with support from the consultant. Specific tasks include development of a community involvement plan (CIP), establishment of a steering committee, meeting with community groups, and preparation of outreach materials. Steering committee meetings will occur approximately quarterly (more often during Area-wide Plan development). The project team will also conduct outreach to community groups, property owners, and developers at a minimum on a quarterly basis.
ii. Anticipated Project Schedule: October 2020 – September 2023; CIP in 1 st quarter; quarterly steering committee meetings; quarterly outreach to other stakeholders.
iii. Task/Activity Lead: Town's Project Manager
iv. Outputs: 1 CIP; 12 Steering Committee Meetings; 12 Outreach Meetings/Materials

Task 3: Site Assessments	
i.	The consultant will complete site assessments on sites identified as priorities for the community. Site Eligibility Forms will be completed for EPA approval, and petroleum determinations will be obtained from VDEQ. Phase I ESAs will be performed by the consultant in accordance with ASTM E1527-13 and the EPA All Appropriate Inquiry Final Rule. Phase II ESAs will be conducted by the consultant in accordance with ASTM E1903-11, after the approval of a Generic Quality Assurance Project Plan (QAPP) and Sampling and Analysis Plans (SAPs). The consultant will also develop Health and Safety Plans (HASPs) prior to field work. ACM and LBP surveys will be completed for many of the older buildings on priority sites.
ii.	Anticipated Project Schedule: Generic QAPP will be submitted in the 1 st quarter. Phase I ESAs will be initiated in the 2 nd quarter and continue as funding allows until the 9 th quarter. Surveys and Phase II ESAs will be initiated in the 3 rd quarter after approval of QAPPs and will continue as funding allows until the 10 th quarter.
iii.	Task/Activity Lead: Consultant with oversight from the Town's Project Manager
iv.	Outputs: 8 (5-Hazardous/3-Petroleum) Phase I ESAs; 1 Generic QAPP (split Hazardous/Petroleum); 5 (3-Hazardous/2-Petroleum) SAPs, HASPs, & Phase IIs; 6 (Hazardous) ACM/LBP Surveys
Task 4: Cleanup & Redevelopment Planning	
i.	If contamination is identified, cleanup plans will be developed for high priority sites. The Analysis of Brownfields Cleanup Alternatives (ABCA) will identify potentially applicable remediation alternatives for the site, based on potential reuse scenarios. The project team will compare potential land uses with the environmental impacts associated with properties and steps required to redevelop the property. The level of remedial action can then determine how to best meet community needs. An Area-wide Plan will be created to further develop the vision for a revitalized downtown with connections to trails, businesses, and neighborhoods. Additionally, we will create Site Reuse Plans for the specific brownfields sites.
ii.	Anticipated Project Schedule: ABCAs and Site Reuse Plans will be completed after Phase IIs, beginning in the 5 th quarter and continuing through the 11 th quarter; the development of the Area-wide plan will begin in the 2 nd quarter and finish in the 5 th quarter.
iii.	Task/Activity Lead: Consultant with oversight from the Town's Project Manager
iv.	Outputs: 4 (3-Hazardous/1-Petroleum) ABCAs; 1 Area-wide Plan (split Hazardous/Petroleum); 3 (2-Hazardous/1-Petroleum) Site Reuse Plans

b. Cost Estimates

The following cost estimates and anticipated outputs are based on discussions with consulting firms specializing in brownfield projects and on our previous brownfield grant experience.

Task 1 – Project Management & Reporting:

<i>In-kind Labor:</i>	Average of 12 hours of staff/month (12x36x\$40/hr) = \$17,280
<i>Travel Costs:</i>	2 staff attend 3 regional workshops (2x3x\$500/person), 2 staff attend national conference (2x\$1,500/person) = \$6,000
<i>Contractual Costs:</i>	36 project team meetings (36x\$250); 12 Quarterly Reports (12x\$300); 3 annual reports (3x\$100); 1 final summary report (\$2,100); quarterly ACRES updates (12x\$250) = \$18,000

Task 2 – Community Outreach:

<i>Supplies:</i>	Materials (maps, posters, flyers, etc.) for meetings (6x\$250) = \$1,500
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Contractual Costs: Community Involvement Plan (\$3,500); Quarterly steering committee meetings (12x\$750); Quarterly outreach (12x\$250) = **\$15,500**

Task 3 – Site Assessments:

Contractual Costs: 8 Phase I ESAs (8x\$3,500); 1 Generic QAPP (1x\$3,000); 5 SAPs & HASPs (5x\$3,000); 5 Phase II ESAs (5x\$31,400); 6 ACM Surveys (6x\$2,500); 6 LBP Surveys (6x\$2,000); = **\$230,000**

Task 4 – Cleanup & Redevelopment Planning:

Contractual Costs: 4 ABCAs (4x\$3,500); Area-wide Plan (\$6,000); 3 Site Reuse Plans (3x\$3,000) = **\$29,000**

Budget Categories	Tasks (Hazardous)					Tasks (Petroleum)				
	Project Mgmt	Comm Outreach	Site Assess	Cleanup & Redev	Total \$	Project Mgmt	Comm Outreach	Site Assess	Cleanup & Redev	Total \$
Personnel										
Fringe										
Travel	4,000				4,000	2,000				2,000
Equipment										
Supplies		1,000			1,000		500			500
Contractual	12,000	10,000	153,000	20,000	195,000	6,000	5,500	77,000	9,000	97,500
Total	16,000	11,000	153,000	20,000	200,000	7,000	6,000	77,000	9,000	100,000

c. Measuring Environmental Results

The Town will hold monthly conference calls with the project team to review progress and take corrective actions, when necessary, to ensure the funds are expended in an efficient and timely manner. All outputs (as noted in the tables above) and outcomes (including but not limited to the number of acres redeveloped, the increase in the tax base, the number of jobs created, the amount of redevelopment dollars expended) resulting from the implementation of this program will be measured and communicated to the EPA as part of the Town's quarterly progress reports and ACRES information updates. At the outset of the project, the Town will develop a detailed project timeline that will incorporate all task expectations, project outputs, and staffing considerations to help guide project progress. This timeline will be shared with the project team, the consultants, and the EPA project officer to aid in communicating the project vision.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

a. Programmatic Capability

i. Organizational Structure and ii. Description of Key Staff:

The Town of Altavista has the staff and expertise necessary to manage the EPA Brownfields Assessment project. Mr. Waverly Coggsdale will serve as the Town's Project Manager for the project. As such, he will be responsible for overseeing all grant activities and funds, submitting all required reports to EPA, supervising consultants supporting grant tasks, and ensuring all project activities are completed in accordance with the work plan and the terms and conditions of the work plan. He has served as the Town Manager for the past 14+ years and has extensive experience with project development, oversight, and grant management. Ms. Sharon Williams will support him as the Assistant Project Manager. She serves as the Town's Community Development Director and has experience in community planning, project management, and grant oversight and reporting. Ms. Tobie Shelton, Finance Director will support the management of grant funds, associated reporting, and any procurement needs. She has served as Finance Director for the past 8+ years and has experience in grant fiscal management.

iii. Acquiring Additional Resources:

The Town followed the procedures detailed in 2 CFR 200 and EPA's rule at 2 CFR 1500 to procure a brownfields consultant to provide support when the grant is awarded. The Town released a competitive, public Request for Qualifications in May 2019 and selected the team deemed most qualified. A contract with the selected firm will be negotiated once the Town is notified of the grant award. The selected firm will provide technical and programmatic support for all aspects of the proposed project. The Town can follow a similar process if additional resources are needed.

b. Past Performance and Accomplishments

ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements:

(1) Accomplishments:

Previous Grant Management Experience

Date	Awarding Agency	Amount	Accomplishments	Specific Outputs And Outcomes
2018	Va. Dept. of Conservation and Recreation (DCR)	\$240,400	Performed environmental analysis of the Dalton's Landing water trail access site for the development of Dalton's Landing Canoe Launch Site (on-going)	Creation of NEPA document for the Construction of Dalton's Landing Canoe Launch Site.
2017	Va. Dept. of Transportation (VDOT)	\$997,436	(on-going) To create an entrance into our downtown while allowing for safe passage of pedestrians	This project is the culmination of the previous six (6) projects that complete the Downtown Streetscape Project.
2014	United States Dept. of Agriculture (USDA)	\$99,500	Assisted small and emerging businesses in the Town of Altavista	Revolving Loan Program. Facilitated in the establishment and/or expansion of three (3) businesses

(2) Compliance with Grant Requirements: The Town met all of the requirements and conditions of the grant funding described above, including compliance with the grants' terms and conditions, completing the projects according to the work plans and schedules, achieving and reporting the expected results, and submitting all required reports in a timely manner.

THRESHOLD CRITERIA for ASSESSMENT GRANTS

1. Applicant Eligibility

The Town of Altavista, Virginia, is a general-purpose unit of local government as defined under 2 CFR 200.64.

2. Community Involvement

Altavista recognizes the important role of community engagement in a project's success as seen in the recent public involvement efforts surrounding development of the Economic Development Strategy and the Parks and Recreation plan. To guide the project, a steering committee will be formed with representatives from the community partners listed above, other community stakeholders, and Town leadership. The steering committee will meet with the project team at least quarterly to review project progress, make adjustments as needed, and provide feedback to and from the community at large. The project team will carefully consider and respond to any community concerns raised by the steering committee or through other community outreach and input.

3. Expenditure of Grant Funds

The Town of Altavista does not have an active EPA Brownfields Assessment Grant.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

12/02/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Town of Altavista

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. Organizational DUNS:

0401455000000

d. Address:

* Street1:

510 7th Street

Street2:

* City:

Altavista

County/Parish:

* State:

VA: Virginia

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

245170000

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

John

Middle Name:

Waverly

* Last Name:

Coggsdale

Suffix:

III

Title:

Town Manager

Organizational Affiliation:

* Telephone Number:

(434) 369-5001

Fax Number:

(434) 369-4369

* Email:

jcoggsdale@altavistava.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-19-05

* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

FY20 Altavista Brownfields Assessment Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed: